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LOGISTICS SERVICES DIVISION  
WEEKLY REPORT  
PERIOD ENDING 8 FEBRUARY 1984

I. Progress Report on Tasks Assigned by the DCI/DDCI:

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No items this reporting period.

II. Items/Events of Major Interest:

a. Quality of Life: Statistics were compiled as a result of the Executive Dining Room Survey performed in November 1983, and a generally favorable report was prepared for the Chief, Logistics Services Division, OL. This information will be forwarded to the DDA via the D/L.

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The Carpenter Shop has been working in the gymnasium (Room BE48) and hallway to upgrade the lighting, and the work is presently 70 percent complete.

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b. Building Backfill: The Sheetmetal Shop has completed work in Room 7D00, Headquarters Building, for the Public Affairs Office (PAO), DCI. The Carpenter, Electric, and Paint Shops are presently working in this area.

Telephone cables have been installed and capping of telephone outlets in Room 3E48, Headquarters Building, is scheduled for this week for the Office of East Asian Analysis, DDI.

Construction drawings for Room 1016, Ames Building, for the DCI/PAO were completed and issued to Space Maintenance & Facilities Branch (SM&FB), on 7 February 1984.

Construction drawings are 80 percent complete for the move of the Comptroller to the 7C corridor of Headquarters Building.

Construction drawings of Room 125, Ames Building, for the Office of Medical Services, are complete; but they are being held pending completion of a safety survey.

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25X1 Preliminary plans for Room 3E29, Headquarters, for the Offices of Personnel and Security, DDA, and the Latin America Division, DDO, have been approved; and construction drawings are 70 percent complete. [redacted]

25X1 c. Major Renovations: This past week the Carpenter, Electric, and Sheetmetal Shops started major renovations in Room GA09/13, Headquarters Building, for the Office of Security. [redacted]

25X1 d. Electrical Work: The Electric Shop worked over the weekend to complete the electrical work for the Wang system in Room 7E26, Headquarters Building for the Office of the DDO. [redacted]

25X1 e. Transportation: From 4 through 6 February 1984, limousine service was provided to the Near East and South Asia Division. [redacted]

25X1 f. Fine Arts Commission - Exhibit Hall: The Antarctic Exhibit was removed and donated to the National Science Foundation on 1 February. The area was painted under the GSA corridor painting project on 2 and 3 February, and on 6 February the Black History exhibit of Harlem in the Renaissance Era was posted. [redacted]

25X1 g. Planter Barricades: The Architectural Design Staff (ADS), OL/LSD, has received DDA approval of proposals for planter barricades for the northeast and southwest entrances. ADS has prepared a requisition for procurement of the necessary planters. aDS was also requested to restudy the front entrance and to submit a proposal for the northwest entrance. [redacted]

25X1 h. Hydraulic Barricades: The Headquarters Engineering Branch, Real Estate and Construction Division, OL, has identified power locations for the hydraulic barricades which are to be installed on the Headquarters compound. On 9 February 1984 representatives of ADS and Delta Scientific Corporation will meet in this regard. [redacted]

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j. Drawings: Representatives of ADS and the Domestic Security Branch, Physical Security Division, OS, met regarding renovation of the reception area and storage room in the lobby at [redacted] Building. Plans were approved and construction drawings were issued to Space Maintenance and Facilities Branch (SM&FB), OL/LSD, on 2 February 1984.

Construction drawings to renovate Suite 200,  
for occupancy by [redacted]  
Soviet/East European Division, DDO,  
were completed and issued to SM&FB on 6 February 1984. (C)

k. Magnetic Tapes: On 2 February 1984 144 boxes of magnetic tapes were delivered to Sparrows Point, Maryland, for destruction.

1. Carpeting: Carpet was installed in the DCI area, Room 7D6011, and in Room 3F24, Headquarters Building, for the Administrative Staff, Office of African and Latin American Analysis, on the night of 2 February.

During the past week, carpet repairs were made throughout Headquarters Building. [ ]

m. Furniture Deliveries: On 3 February 1984 15 positions of metal furniture were moved out of [redacted] Building for PTI by the Office of Security, and 48 pieces of wood furniture were delivered as replacements on 4 February.

On 4 February 25 positions of furniture were  
relocated in [redacted] Building for the Office of Data  
Processing. (U)

n. Delivery of Safe: A four-drawer safe was delivered to the [redacted] Training Facility in [redacted] for the Office of Training and Education.

### III. Significant Events Anticipated During the Coming Week:

No items this reporting period.